

Retention and Classification Report

Agency: Carbon County (Utah). County Sheriff (1765)

240 West Main
Price, UT 84501

Records Officer Seth Oveson

25886 Criminal investigations
84953 Jail booking files

AGENCY: Carbon County (Utah). County Sheriff

SERIES: 25886

1

TITLE: Criminal investigations

DATES: 1980-

ARRANGEMENT: Numerical by case number

DESCRIPTION:

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is proposed and has not yet been approved.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

PRIMARY CLASSIFICATION:

Protected

AGENCY: Carbon County (Utah). County Sheriff

SERIES: 84953

3

TITLE: Jail booking files

DATES: i 1954-

ARRANGEMENT: Numerical by booking number

DESCRIPTION:

These are records of prisoners confined in the county jail. They include the prisoner's name, alias, sheriff's office number, booking number, offense, address, arresting officer's name, date committed, term of sentence, and discharge date.

RETENTION:

Retain Permanently.

DISPOSITION:

Retain in agency custody.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule CNT 16, Item 32.

AUTHORIZED: 08/18/1989

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

Paper: Retain in Office until microfilmed and then destroy provided microfilm has passed inspection.

Microfilm master: Retain in State Archives permanently.

Microfilm duplicate: Retain in Office permanently.

Microfiche master: Retain in State Archives permanently.

Microfiche duplicate: Retain in Office permanently.

AGENCY: Carbon County (Utah). County Sheriff

SERIES: 84953

TITLE: Jail booking files

(continued)

APPRAISAL:

Administrative

Disposition based on value of records documenting jail bookings beginning in 1954 for research purposes.

PRIMARY CLASSIFICATION:

Private